**To:** Heimerman, Jeffrey[Heimerman.Jeff@epa.gov]

From: Greenberg, Marc

**Sent:** Wed 8/12/2015 6:38:10 PM

Subject: FW: Tracking your time on Gold King Mine ER

From: Greenberg, Marc

Sent: Wednesday, August 12, 2015 11:00 AM

To: Greenberg, Marc

Subject: Tracking your time on Gold King Mine ER

All,

A simple request. If you have been supporting remotely through official (i.e., 213RR or other requests for support through the ICS) or more casual (i.e., phone call for your assistanc/review of something, etc.) please keep record of your time spent and some details of what you were assisting on. This will be very helpful for us and for payroll related charging and accounting. This is important.

Thanks for all that you are doing in support of this incident.

Marc